Westmont Parking Reduction Memo

The following memo briefly outlines some applicable existing parking regulations, then lists potential reduction regulation strategies for the new TOD code.

EXISTING WESTMONT OFF-STREET ALLOWED REDUCTIONS

Cash-in-lieu fee

When the application of the off-street parking regulations specified hereinafter results in a requirement of not more than three spaces on a single lot in the B-1 or B-2 districts, such parking spaces need not be provided; however, in the B-1 district, a payment of cash-in-lieu of providing such parking spaces, as set out in section (3), below, must be received by the village for such parking space waivers. Note, where two or more uses are located on a single lot, only one of these uses shall be eligible for the above exemption. This exemption shall not apply to dwelling units.

In the event that an applicant or petitioner requests a variance in the form of a waiver of required off-street parking spaces in the B-1 district, said applicant or petitioner shall be required to pay an amount of money for each off-street parking space waived by variance. The schedule of applicable fees is set out in section (3), below. Such fees shall be placed in the parking fund for the purpose of acquiring property for public parking, to construct new public parking facilities, and/or to make improvements to existing public parking facilities. The village board may, at their sole discretion, reduce and/or waive this fee in the downtown B-1 central business district.

> Cash-in-lieu fee schedule for parking waiver variations:
> For parking waivers of three parking spaces or less—$500.00 flat fee;
> For parking waivers of four to ten parking spaces—$250.00 per parking space, after payment for the waiver of the first three parking spaces set forth above;
> For parking waivers of 11 to 20 parking spaces—$500.00 per parking space, after payment for the waiver of the first three parking spaces set forth above, and payment for the waiver of spaces four to ten set forth above; For parking waivers of more than 21 parking spaces—$750.00 per parking space, after payment for the waiver of the first three parking spaces set forth above, and payment for the waiver of spaces four to ten, and 11 to 20 set forth above.

Collective provision

Off-street parking facilities for separate uses may be provided collectively if the total number of spaces so provided is not less than the sum of the separate requirements for each such use and provided that all regulations governing location of accessory parking spaces, in relation to the use served, are adhered to. Further, no parking space or portion thereof shall serve as a required space for more than one use unless otherwise authorized by the planning and zoning commission.

PARKING REDUCTION GUIDE

The table below illustrates parking requirements for key land uses that could be found within the TOD area. The existing Westmont parking minimums (Column A) are compared to other Chicago suburban minimums (Column B). There are several land uses where Westmont has higher requirements. It is also compared to suggested TOD parking maximums (Column C).

	A	B	C
Land Use	**Westmont Existing Minimum Parking Space Requirement**	**Other Suburban Communities' Requirements***	**Suggested TOD Maximum Parking Requirement**
Multifamily • 1 bedroom • 2 bedrooms • 3 or more bedrooms	 • 2.5 / unit • 2.5 / unit • 2.5 / unit	 • 2 / unit • 2 / unit • 2 / unit	 • 1 / unit • 1.5 / unit • 2.0 / unit
Office	5 / 1000 sf or 2.5 / 1000 sf (1 / 200 sf of floor area or 1 /400 depending on volume)	1 / 250-300 sf of floor area	3 / 1000 gfa
Personal Service	5 / 1000 gsf or 2.5/1000 sf (1 / 200 sf or 1 / 400 sf depending of volume)	1 / 300 sf of floor area or 4 / 1000 of floor area	3 / 1000 gfa
Financial Institution	3.3 / 1000 sf (1 / 300 sf)	1 / 250-300 sf of floor area	4 / 1000 gfa
Retail	5 / 1000 sf or 2.5 / 1000 sf (1 / 200 sf of floor area or 1 /400 depending on volume)	1 / 300 sf of floor area or 4 / 1000 of floor area	3 / 1000 gfa
Restaurant – full service (sit down)	1 / each 4 seats + 2 / 3 employees or 1 / 50 sf floor area	1 / 4 seats or 1 /45 sf of seating area	10 / 1000 gfa

*Surveyed municipalities include: Park Ridge, Mount Prospect, Arlington Heights, Glenview, Palatine, Skokie, Morton Grove, Lemont, and Des Plaines.

Irrespective of transit proximity, note the comparisons with other suburban communities. The Village might consider reducing its minimum off-street parking requirements city-wide in some cases. Specific to the TOD, we typically recommend one of the following two routes for reducing parking requirements:

1) **Keep the Village's existing parking requirements and add parking credit reductions for parcels within the TOD boundary.** Use what exists in Column A and add parking credit strategies described in this document that reduce parking demand (TOD proximity reduction, on-street parking credit, public parking availability, shared parking credit, and cooperative parking credit). Other strategies in this document could also be considered, such as car share parking credit, in-lieu parking fees, and a parking management system.

2) **Change the Village's parking requirements within the TOD boundary to TOD-specific parking maximums.** Adopt parking maximums similar to those in Column C that apply to parcels within the TOD boundary. These requirements simply embed the TOD proximity reduction into the requirements. In the case of Westmont, we would recommend considering only other reduction credits that provide an actual space located elsewhere in exchange for a space on the parcel (on-

street parking, public parking, shared parking). Other strategies in this document could also be considered, such as in-lieu parking fees and a parking management system.

PARKING REDUCTION STRATEGIES

Communities recognize that compact, mixed-use, walkable places still need parking to be successful. Parking is needed for both patrons and employees, but this parking may vary throughout the day. Typical parking requirements simply require a set minimum amount of parking per a specific unit, ignoring the many different characteristics and context of the community. The following strategies present opportunities to balance the need for parking with other goals to support and enhance pedestrian- and transit-oriented areas.

MINIMUM VS. MAXIMUM PARKING REQUIREMENTS

Every area needs an adequate, appealing, and accessible parking supply. However, too much parking is costly and creates a more auto-oriented environment while minimizing the pedestrian environment. Conversely, providing too little parking can discourage developers and visitors to the area.

ITE

Traditional parking generation rates published by the Institute of Transportation Engineering (ITE) generate the parking demand associated with individual land uses. These rates, however, do not reflect urban design and site characteristics such as the mix, density, and interaction between land uses as well as proximity to transit. Using the traditional rates without regard to site-specific factors could create an oversupply of parking, which could drive up development costs and reinforce an auto-oriented environment with negative impacts on the bicycle and pedestrian environment and act as a disincentive to using transit.

Parking Minimums

The overall goal for a community is provide a balanced parking system – a system with the appropriate amount and mix of parking resources. Most zoning ordinances establish parking "minimums" as a way to make sure that enough parking will be provided and allow developers to determine what level of parking should be provided. A lack of parking is often cited as a reason for the lack of development, so parking minimums allow developers to decide how much is enough, regardless of code. However, minimum parking requirements can result in an oversupply in parking. Further, land uses can and do fail, even with an adequate supply of parking. Parking is costly to provide and results in higher building costs. In fact, the cost of provided parking can increase the rent of office space by as much as 67% (*Parking Ratios,* Chapel Hill, NC, 2002). It should also not be assumed that developers would prefer to build as many parking spaces as possible.

Parking Maximums

While the concept of parking maximums is a relatively new tool in northeastern Illinois, this strategy has been used by municipalities across the country for many years. Portland, Oregon, Seattle, Washington, San Francisco, California, Cambridge, Massachusetts, San Antonio, Texas, and Concord, North Carolina, have all implemented some form of parking maximums, either on a district basis or related to specific land uses.

Local examples of the use of parking maximums or similar concepts to manage the parking supply include:

- *Elmhurst* – Does not require accessory off-street parking in the C-1, C-2, or C4A commercial districts except for residential uses.
- *Plainfield* – Recently established maximum off-street parking limits for commercial establishments located within the Downtown Parking Zone (DPZ). Additionally, small residential and business land uses less than 5,000 sf are exempt from the minimum parking standards in the DPZ.
- *Tinley Park* – The Village's recently completed Legacy Plan and Legacy Code (form-based code) eliminated on-site vehicle parking for commercial land uses in the Downtown Core (although on-site bike parking still required).
- *Evanston* – allows for a parking exemption for businesses less than 4,000 sf in floor area as a means to support local, independent businesses that are not likely to be able to provide on-site parking.

Alternatively, parking maximums limit the number of parking spaces that can be provided. This strategy is appropriate especially for areas that are transit- and pedestrian-focused, and areas that are compact with limited land available. Maximum parking requirements are appropriate for communities with accessible and frequent transit service and are economically stable to attract tenants without a need for surplus parking.

PARKING RATIOS

As the Regional Transportation Authority (RTA) acknowledges in its latest report, *Access & Parking Strategies for Transit-Oriented Development*, the topic of how to balance the need to provide parking for transit access while not generating other negative impacts is challenging. Many factors should be considered in determining parking requirements for each specific downtown locations and areas developed around transit, such as:

- Community type (urban/suburban, neighborhood/town center/regional center)
- Street/circulation system
- Pedestrian environment/walkability
- Level of/quality of/distance from transit service
- Site characteristics (mix of uses, density)
- Interaction between land uses (ability to share parking resources)
- Bike access/routes
- Existing parking characteristics, Parking tools (shared parking, parking management, pricing)
- Demographics (age, income, auto ownership)

Further, the size/mix of the development and availability/distance from transit station impact parking generation rates. While there is no specific reduction percentage or "one size fits all" approach regarding parking that applies to every downtown or transit oriented area, a typical parking generation rate reduction of 10% to 25% has been documented across the county for areas in close proximity to fixed transit assets.

SHARED PARKING / COOPERATIVE PARKING

Shared Parking

Shared parking is based on the concept that different land uses have different parking demand at different times. Allowing shared parking can decrease the total number of spaces required for mixed use developments or mixed use areas, while still providing an adequate supply of parking. The concept promotes more centralized parking resources and supports a more safe and walkable area.

To demonstrate shared parking, a shared parking analysis is required to determine the actual parking demand. This analysis is based on the size of each individual land use, maximum parking requirements for each land use, the typical parking user (visitor, employee), and the hourly parking accumulation for each land use.

Cooperative Parking

Cooperative parking is a similar concept to sharing of parking resources, but occurs when two or more land uses can cooperatively provide parking resources. Allowing for mixed uses to provide for parking cooperatively allows for more efficient use of space. Cooperative parking is common in State of Washington communities where a 20% reduction of the total combined required parking is allowed. The City of Des Plaines allows for cooperative parking, allowing for a 25% reduction when 4 or more uses are included or a 15% reduction when 3 uses are included. The City of Evanston includes a similar provision, "collective parking", where the Zoning Administrator may allow for a reduction in the required parking for 2 or more non-residential uses jointly providing off-street parking when their hours of operation do not overlap.

IN-LIEU PARKING FEES

In-lieu parking fees provide one strategy for financing centralized parking structures, as well as providing an option to developers. Instead of developers providing on-site parking, the community provides off-site parking that is used by visitors and employees of the development. Using in-lieu fees can generate several benefits:

- Promote shared parking
- Allow for increased municipal control of the parking system
- Offer improved location and design of parking facilities that is supportive of the pedestrian environment
- Greater control of urban design in the downtown

In-lieu parking fees are typically set as a per-space fixed cost based on the cost to construct a parking space. This amount could be changed periodically based on estimates of construction costs by referencing construction costs indices. Alternatively, fees could be set on a case-by-case basis. These fees are usually charged at the time of development.

While developers may be concerned about the lack of on-site parking, an appropriately located structure should support development and minimize these concerns. Additionally, this program could be voluntary, and any developer who is concerned about not providing on-site parking could still include parking. Many communities have reported that these fees had become a form of administrative relief for developers who do not want to provide the required parking. (*In Lieu of Required Parking*, Donald Shoup, 1999)

It is difficult to compare fees among different communities, as each has a different set cost per space and different parking requirements. The average in-lieu fee in the U.S. ranges from less than $6,000 to more than $27,000 per space, with the average being $11,305 per space. (*In Lieu of Required Parking*, Donald Shoup, 1999) Local examples include Oak Park, Highland Park, Lake Forest, Libertyville, and Riverside. The Village of Tinley Park allows for an in lieu of parking fee of $1,000 for each automobile and bicycle parking space that cannot be provided on the subject lot.

PARKING CREDITS

Parking credits provide for a reduction in the number of required off-street parking spaces allowed for specific circumstances or strategies that reduce parking demand. Some options for authorizing credits include:

Transit Proximity Reduction

For all uses, parking requirements may be reduced 15% from parking requirement with proximity to a fixed route transit service or commuter rail station within ¼ mile walk distance from platform or transit stop.

Availability of On-Street Parking

For non-residential uses, on-street parking spaces 50% adjacent to the property line can be credited against the parking requirement

Availability of Public Off-Street Spaces

For non-residential uses, public parking spaces located within 660 feet of any property line may be credited against the parking requirement at a rate of one credit for every three parking spaces.

Established Car-Sharing Program

Parking requirements can be reduced with the inclusion of car-share parking at the rate of four spaces per car-share spaces. Applicant must show documentation of an agreement with a car-sharing organization.

Other Strategies

- Addition of bicycle parking
- Development of a transportation management plan that would describe proposed transportation management strategies to be employed, such as providing financial benefits for transit use, off-peak

work schedules, carpooling/vanpooling programs, etc. This plan would include estimated use and commitment to maintain program.
- Financial incentives such as participation with the transit benefit program

Some examples of parking credits in the Chicago area include:

The ***Village of Oak Park*** allows up to a 25% reduction in the number of required off-street parking spaces, per approval by the Village Engineer, for the following circumstances:
- On-street parking – one space reduction for every one on-street space adjacent to the property;
- Transit availability – applicant demonstrates a certain percentage of customers or users will utilize mass transit;
- Bicycle Parking – provisions included to accommodate bicycles;
- Transportation Management Plan – the development or use commits to maintain a transportation management plan that indicates specifics activities and measures;
- Off-peak work hours – allows employees to arrive at times other than the peak morning commute period;
- Financial Incentives – employer provides cash or in-kind financial incentives for employees commuting by car/vanpools, carsharing, or transit.

The ***City of Evanston*** allows a 10% reduction of parking spaces with a long-term lease with a carsharing service. For projects requiring 5 – 10 off-street parking spaces a reduction of one space is allowed. Projects requiring more than 10 off-street spaces are allowed a reduction of 10% of the required parking spaces. Additionally, Evanston allows for a parking exemption for businesses less than 4,000 sf in floor area as a means to support local, independent businesses that are not likely to be able to provide on-site parking.

The ***City of Des Plaines*** allows for the following parking credits:
- On-street parking – allows for the inclusion of on-street parking where the parking space must be located adjacent to the property line;
- Public Parking – For non-residential uses, allows one credit for every 3 public parking spaces located within 660 feet (1/8th mile) of any property line;
- Transit Service – Allows for a 15% reduction in required parking spaces for developments within 440 feet of and 10% reduction in required parking spaces within 800 feet of a commuter rail station for fixed route transit with 15-minute minimum headway;
- Car-sharing – For each car-share space, required parking can be reduced by 4 spaces, up to a total of 40% of the total required parking spaces.

The ***Village of Highland Park*** allows for a 5% - 15% reduction in parking requirements for those uses that attract "captive" markets, i.e., commercial/restaurant uses generating a portion of those businesses from employees of nearby office locations. These uses must be located within a maximum 1,000 feet walking distance. The Village also allows for a 15% reduction for uses located within 1,000 feet of fixed routes transit service or a commuter rail station.

The ***Village of Tinley Park*** offers reductions in required parking for a development that is located within 300 feet of a municipal or commuter parking facility,

BICYCLE PARKING

Provisions to accommodate bicycle use are an important component of a multimodal downtown. General guidance to providing bicycle parking, as provided by the Victoria Transport Policy Institute (VTPI) addresses:

- Short-term bicycle parking provide shoppers, customers, messengers and other visitors who generally park for two hours or less a convenient and readily accessible place to park bicycles. It should be located within 50 feet of the building entrance that cyclists use. Where there is more than one building on a site, or where building has more than one main entrance, the parking must be

distributed to serve all buildings or main entrances. If more than 10 short-term spaces are required, at least 50% should be covered.

- Long-term bicycle parking for employees, students, residents, commuters and others who stay at a site for several hours a secure and weather-protected place to store their bicycles. Locate on site or within 750 feet of the site - daily bicycle commuters are generally willing to walk a short distance, about three blocks, if they are confident the parking is secure.
- Each parking space must be accessible without moving another bicycle - generally, allow for 2 feet by 6 feet for each bicycle parking space. Provide an aisle at least 5 feet wide behind all bicycle parking to allow room for maneuvering - just as automobile drivers need additional space to maneuver in and out of parking spaces.

Some communities now have similar standards for bicycle parking similar to vehicular off-street parking spaces, or allow bicycle parking to substitute for a portion of automobile parking. The City of Evanston Zoning Administrator can require bicycle parking for new public, hospital, university/college buildings, and shopping centers. The Village of Oak Park allows for a reduction of up to 25% for the inclusion of bicycle parking. The City of Des Plaines and the Village of Tinley Park have more specific requirements:

- Des Plaines
    - For required uses, specific bicycle parking standards are provided in Zoning Code
    - Bicycle parking spaces dimensions of 2 feet by 6 feet
    - Aisle width of 5 feet
    - Bicycle access space of 2 feet per bicycle parking space
    - Located within 50 feet from entrance of use

- Tinley Park
    - For specified districts, on-site bicycle parking is required at 0.2 spaces per 1,000sf (2 minimum).
    - Shall be provided within a lot's parking zone or at the front of a building no more than 50 feet from building entrance.
    - Bicycle parking shelters are permitted within a lot's parking zone by must be located no closer than 5 feet to any property line